KEYPrime Property

WORKFLOW APP





Workflow for KEYPrime Property will streamline the management of reactive tasks in your portfolio.







DOES THIS SOUND LIKE YOUR PROPERTY TEAM?

Property administrators who spend time...

- ★ Trying to get hold of maintenance teams and contractors to let them know about jobs?
- Chasing maintenance teams and contractors for progress on outstanding jobs?

Updating tasks in KEYPrime Property manually?

Contractors who...

- X Struggle to manage tasks lists?
- X Do not always remember to update the office when work has been done?



Staff time used inefficiently?

✓ The Workflow App is the solution to these problems. It is time to improve the flow of information between tenant, office and contractors.

KEYPRIME WORKFLOW WILL...

- Improve communication between office staff, contractors and maintenance teams
- Ensure all parties have live task information at their fingertips
- Reduce the time spent by property administrators chasing updates and recording them in KEYPrime Property
- Ensure better audit trails and property works history
- ✓ Help the business to move towards the paperless office...

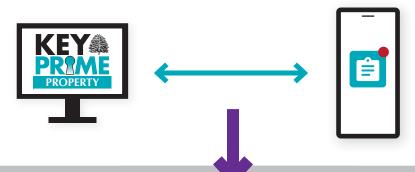






RAISING THE WORKS MANAGER TASK

✓ Administrators can raise tasks in KEYPrime Property then Workflow automatically notifies the contractor. Or the contractor can raise tasks directly from Workflow.



COMPLETING THE TASK

- Workflow provides the contractor with a 'live' task list
- All tasks include address, map link & occupier contact details
- Contractors can add notes and photographs
- Contractors can complete the task and create follow up tasks if required



HISTORY AUTOMATICALLY UPDATED

- KEYPrime Property Diary and historical notes updated with contractor completion notes and timestamp
- ✓ No further admin time required!



THE FIRST MOBILE APP FOR KEYPRIME PROPERTY

- ✓ For Apple and Android devices
- ✓ For in-house maintenance teams and external contractors
- For estates, agents and property managers
- ✓ From £60 per device per annum*

*Users must have the KEYPrime Property Works Manager module









